

These Terms of Reference will come into effect on 5th February 2025

1. Constitution

- 1.1 Stamford Park Trust Board (“the Board”) has resolved to establish Quality & Curriculum Committee to advise the Board on matters relating to education and standards within Stamford Park Trust (“the Trust”). The Quality & Curriculum Committee has formal powers delegated by the Board to make decisions for the areas of responsibility outlined below.
- 1.2 The Quality & Standards Committee (“the Committee”) is responsible to the Board and reports directly to the Board.

2. Authority

- 2.1. The Committee is authorised to undertake any activity within these Terms of Reference or specifically delegated to it by the Board.
- 2.2. The Committee is authorised to liaise with and consult with other committees of the Trust Board and Local Governing Bodies where appropriate.
- 2.3. The Committee is authorised to obtain independent professional advice, at the expense of the Trust up to a limit of £2500, if it considers this necessary to fulfil its responsibilities and terms of reference. Any expenditure above this must be approved by the Board of Trustees.
- 2.4. The Committee may ask any or all of those who normally attend but who are not members of the Committee to withdraw to facilitate open and frank discussion of particular matters..

3. Purpose

- 3.1. The purpose of the Committee is to approve, review, and challenge educational provision and standards, including attainment and progress data, the personal behaviour and development of students at and across all of the Trust’s academies, and leadership and management within the Trust.
- 3.2. A specific function of the Committee is to support the Trust’s Chief Executive Officer (“the CEO”) and the Trust Board in their responsibilities for standards, teaching and learning.
- 3.3. The Committee will ensure that the Trust’s strategic vision and values are at the centre of its endeavours.

4. Duties & Responsibilities

- 4.1. The strategic responsibilities/duties of the Committee are set out in the Scheme of Delegation.
- 4.2. The Trust's Local Governing Bodies will undertake detailed analysis of their own individual academy performance. This Committee will focus upon comparative performance to understand any variations in performance, patterns or trends, and to enable identification of best practice and areas for development within individual member academies or across the Trust.
- 4.3. The Quality & Curriculum Committee will provide scrutiny and challenge and exercise responsibility for, and oversight of, the following:-
- 4.4. Regularly monitoring education quality, the effectiveness of standards and performance, and impact across our member academies. The Committee will use key performance indicators, including local and national comparators, including for whole academies and any identified groups of students, together with termly reports from Executive Leaders based on tracking data and academy visits, the academies' own SEFs, Ofsted reports and reports from external reviews for this purpose;
- 4.5. Ensuring that Local Governing Bodies are implementing and scrutinising targets for students' progress and attainment and have in place action plans in order to meet agreed targets;
- 4.6. Through the Executive Team, monitoring the curriculum available at each member academy, including its intent, implementation and impact, and supporting and promoting rich curriculum development;
- 4.7. Through the Executive Team, ensuring that each academy's curriculum engages with national and statutory guidance as appropriate, that it complies with the Trust's Funding Agreement and that the intended impact is evaluated and documented at local level;
- 4.8. Monitoring the effectiveness of the approach to and effectiveness of support for vulnerable students, including those with SEND, across the Trust and ensuring that their requirements are being met by our member academies, including through annual SEND reviews, and the effective deployment of Student Premium Grant, where applicable;
- 4.9. Identifying any patterns, trends or areas of concern and overseeing any action plan implemented by the Executive Team for individual academies or across the Trust;
- 4.10. Ensuring that Trust delivery of safeguarding activities and support for children aligns with Keeping Children Safe in Education and other relevant guidance;
- 4.11. Overseeing parental engagement in governance and reviewing parental perspectives arising from parental surveys and engagement;
- 4.12. Ensuring that appropriate, high-quality academy development plans are written

and in place for each member academy and that these are implemented and regularly monitored, reviewed and scrutinised at Local Governing Body level;

- 4.13. Ensuring that academy improvement resources are properly prioritised;
- 4.14. Monitoring the effectiveness of quality assurance processes regarding teaching and learning, the curriculum, inclusion and the sharing of good practice across the Trust;
- 4.15. Monitoring the provision of SMSC (spiritual, moral, social & cultural development) and the quality with which this is implemented across the Trust through both the taught and informal curriculum (i.e. academy culture, academy values, assemblies etc.);
- 4.16. Monitoring the effectiveness of arrangements for student support and representation, for monitoring student attendance and for student discipline, and ensuring that appropriate action is planned and taken in order for member academies to meet agreed targets;
- 4.17. Monitoring the effectiveness of the transition preparation arrangements for students both leaving and joining member academies;
- 4.18. Promoting, ensuring and scrutinising academy to academy partnership working, through dissemination of good practice, collaboration and across-Trust training;
- 4.19. Monitoring the effectiveness of professional development of staff;
- 4.20. Monitoring the provision of careers education and guidance;
- 4.21. Monitoring the operational risk of academy failure due to ineffective academy leadership and management and/or academy standards, as defined in the Risk Register, and taking action through the Executive Team when deemed appropriate;
- 4.22. Considering governance effectiveness across the Trust & ensuring governance arrangements are conducive to effective working, ensuring checks and balances but avoiding duplication at different levels, and delivering good two-way communications;

5. Administration

- 5.1. The Committee will meet once per term in each academic year, but may meet more frequently as required. The Chair or any two members of this Committee may call a meeting.
- 5.2. The Committee will consist of at least three members of the Board. None of the Trustees serving on the Quality and Curriculum Committee, other than the CEO, will be employed within the Trust.
- 5.3. The Chair will be appointed by the Committee and will not be employed by the Trust. The term of office for the Chair will be two years.

- 5.4. The Committee will be quorate if three members are present and more than 50% of those members present are Board members.
- 5.5. All Committee members have equal voting rights. In the event of an equal division of votes, the Chair shall have the casting vote.
- 5.6. Other members of the Trust's governance community may be invited to attend Committee meetings, but will have no voting rights.
- 5.7. Administrative support will be provided by the Head of Governance.
- 5.8. Agendas will be agreed in advance by the Chair of the Committee and the CEO of the Trust (based on, but not limited to, a pre-agreed annual schedule of activity) and papers will be circulated to Committee members and attendees at least 5 working days in advance of the meeting.
- 5.9. Minutes of all Committee meetings will be taken and the reasons for all decisions clearly minuted. Committee minutes will be submitted in the next scheduled meeting of the Board once approved in draft by the Chair of the Committee.
- 5.10. The Committee will review these Terms of Reference and self- assess its performance against these Terms of Reference on an annual basis.
- 5.11. The members of the Committee shall hold office for a term of 4 years.
- 5.12. The members of the Committee may resign from office or be removed from membership of the Committee on subsequent consideration by the Board.